

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA, APPROVING THE FISCAL YEAR 2013-2014 COMMUNITY REDEVELOPMENT AGENCY (CRA) BUDGET; AUTHORIZING THE CRA EXECUTIVE DIRECTOR TO TRANSMIT THE FISCAL YEAR 2013-2014 BUDGET TO MIAMI-DADE COUNTY; AND FURTHER AUTHORIZING THE CRA EXECUTIVE DIRECTOR TO TAKE ALL ACTIONS NECESSARY TO COMPLETE THE APPROVAL PROCESS FOR THE FISCAL YEAR 2013-2014 BUDGET WITH THE CITY OF NORTH MIAMI AND MIAMI-DADE COUNTY; PROVIDING FOR AN EFFECTIVE DATE AND FOR ALL OTHER PURPOSES.**

**WHEREAS**, the Interlocal Cooperation Agreement between the North Miami Community Redevelopment Agency (“CRA”), the City of North Miami (“City”) and Miami-Dade County (“County”) requires, among other things, the CRA to annually adopt and transmit a budget and annual report to the County for review and approval by the Board of County Commissioners (“BCC”); and

**WHEREAS**, the Interlocal Cooperation Agreement also requires that the annual budget for the CRA be adopted by the Chair and Board Members of the CRA and the City, prior to review and approval by the BCC; and

**WHEREAS**, on November 12, 2013, the Chair and Board Members of the CRA passed and adopted Resolution No. 2013-\_\_\_\_, adopting and approving the Fiscal Year 2013-2014 Budget, pursuant to the Interlocal Cooperation Agreement; and

**WHEREAS**, the CRA Executive Director respectfully requests that the Mayor and City Council of the City of North Miami, adopt and approve the Fiscal Year 2013-2014 Budget for the CRA (attached hereto as “Exhibit A”).

**NOW THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA:**

**Section 1. Approval and Adoption of CRA Budget.** The Fiscal Year 2013-2014 Budget for the CRA (attached hereto as Exhibit “A”), is hereby approved and adopted.

**Section 2. Transmittal of Budget.** The CRA Executive Director is hereby authorized to transmit the Fiscal Year 2013-2014 Budget to Miami-Dade County for review and approval.

**Section 3. Authority of Executive Director.** The CRA Executive Director is hereby authorized to take all actions necessary to complete the approval process for the Fiscal Year 2013-2014 Budget with the City of North Miami and Miami-Dade County.

**Section 4. Effective Date.** This Resolution shall become effective immediately upon adoption.

**PASSED AND ADOPTED** by a \_\_\_\_\_ vote of the Mayor and City Council of the City of North Miami, Florida, this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
LUCIE M. TONDREAU  
MAYOR

ATTEST:

\_\_\_\_\_  
MICHAEL A. ETIENNE, ESQ.  
CITY CLERK

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:

\_\_\_\_\_  
REGINE M. MONESTIME  
CITY ATTORNEY

SPONSORED BY: CITY ADMINISTRATION

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**Vote:**

Mayor Lucie M. Tondreau	_____ (Yes)	_____ (No)
Vice Mayor Scott Galvin	_____ (Yes)	_____ (No)
Councilperson Carol Keys, Esq.	_____ (Yes)	_____ (No)
Councilperson Marie Erlande Steril	_____ (Yes)	_____ (No)
Councilperson Philippe Bien-Aime	_____ (Yes)	_____ (No)



## NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY

### *CRA Board*

Lucie M. Tondreau., Chair  
Carol Keys, Esq.  
Scott Galvin  
Phillippe Bien-Aime  
Marie Erlande Steril

### *Executive Director*

Stephen Johnson

### *CRA Attorney*

Steven W. Zelkowitz

### *CRA Secretary*

Michael A. Etienne, Esq.

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www.NorthMiamiCRA.org

Date: December 10, 2013

To: Honorable Chairman and Members  
CRA Board of Commissioners

From: Stephen Johnson.  
Executive Director

Subject: **FY 2013-14 Proposed Budget**

Attached for your review is the proposed FY 2013-14 budget for the North Miami Community Redevelopment Agency that will be presented on December 10<sup>th</sup>, 2013. Please contact me if you desire a meeting prior to this date to facilitate the review and consideration of this budget. Several schedules are attached for your information and are referenced in the body of this memorandum. **Please note that the CRA's Proposed Budget for FY 2013-14 has been developed in coordination with the City of North Miami pursuant to the Board's direction to have the day-to-day management of the CRA transferred to the office of the City Manager. As a result, the proposed budget includes total revenues of \$1,759,704 with designated carryovers of \$130,147, and expenditures in the amount of \$1,759,704, that are allocated as follows:**

### NMCRA FY 2013-14 Proposed Budget per City Budget Coordination

#### Revenue

Gross New TIF	\$ 395,874 [City: \$772,023-504,148 = \$267,875] [County: \$481,482-353,482 = \$127,999]
Interest Income	11,533
MDC Refund due CRA	63,032
<b>Cash Carried Forward</b>	
Prior Year Designated	130,147
Undesignated Carryover	1,159,118
Total Cash Carried Forward	\$1,289,265
<b>Total Revenue</b>	<b>\$1,759,704</b>





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### Expenditures

#### Redevelopment Support Services

Econ. & Bus. Dev. Services	35,000
Homebuyer's Subsidy	100,000
Downtown Master Plan Study	35,000
Commercial Grant Program	130,147
Business Assistance Program	<u>323,367</u>

**Subtotal** **\$623,514**

Capital Improvement Projects (Previously approved for Small Business Incubator)	715,000
CRA Operating Expenses	419,270

**Subtotal Expenditures** **\$1,757,784**

County TIF Payment Refund	<u>1,920</u>
<b>Total Expenditures</b>	<b>\$1,759,704</b>

To begin the review of the proposed budget, please note that **Attachment A** entitled NMCRA FY 2013-14 Proposed Budget and dated 12/10/2013 represents the schedules used to discuss the FY 2013-14 budget priorities and revenue/expense re-cap with comparative budget summaries and detailed comments and descriptions regarding proposed allocations for CRA projects, programs and initiatives per budget coordination with the City of North Miami. In addition to Attachment A please find the following supporting attachments as listed below:

- **Attachment B** – NMCRA Tax Increment Financing (TIF) Revenue Projection for the FY 2013-14 Budget
- **Attachment C** – NMCRA FY 2013-14 Proposed Personnel Services Expenses and Cost Allocation
- **Attachment D-1** – NMCRA FY 2013-14 Proposed Schedule of Operating Expenses and Capital Outlay
- **Attachment D-2** – NMCRA FY 2013-14 Proposed Schedule of Legal and Professional Services

As of October 1, 2013, the FY 2013-14 budget is balanced with total revenues and expenditures of **\$1,759,704**

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### **FY 2013-14 Proposed Revenues**

The FY 2013-14 Proposed Budget anticipates a total of **\$1,759,704** in available revenues from the following sources: **\$395,874** in combined TIF revenue payments from the City of North Miami (\$267,875) and Miami-Dade County (\$127,999) respectively; **\$1,159,118** in Prior-Year Undesignated Carryover revenue resulting from the under expenditure and re-appropriation of prior year budget allocations; **\$11,533** in estimated interest earnings on the CRA's bank accounts; a refund of **\$63,032** from the County of the TIF revenue generated from that portion of the CRA boundaries that is west of Biscayne Boulevard, and **\$130,147** in Prior-Year Designated Carryover revenue that will be used for payments to CRA commercial grant recipients that were pending per project approvals as of September 30, 2013.

### **FY 2013-14 Proposed Expenditures**

The FY 2013-14 Proposed Budget includes total estimated expenses of **\$1,759,704**. Attachment C provides a detailed schedule in support of the estimated total personnel expenses of **\$219,920**, which includes salaries and fringe benefits for a total of two employees: the CRA Coordinator and CRA Finance Manager. Attachment D provides a detailed schedule of operating expenses totaling **\$199,350**. The operating expenses include **\$121,500** for the engagement of a variety of professional services that will be needed to support the CRA in the implementation of the various projects, programs and initiatives during FY 2013-14. A detailed schedule of the anticipated legal and professional services is included in Attachment D-2. Other significant operating expenses include the following: **\$25,000** for office space rental; **\$2,000** for Sponsorships & Contributions in support of events that are consistent with the mission and purpose of the CRA. This item is aimed at increasing business volume as well as resident interest in the CRA district and which leverage CRA resources with other funding sources; **\$5,000** for Marketing which includes promotion of the CRA and community outreach through newsletters, radio and television productions, special events, promotional materials, etc.; **\$15,000** for local and





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out-of-town travel which includes attendance at professional conferences, workshops, and meetings involving CRA staff, and the five (5) members of the CRA Board and the twelve (12) members of the CRA Advisory Committee. Travel expenses include registration fees and travel costs for events such as the Florida Redevelopment Association (FRA) Annual Conference as well as local and regional conferences of the Urban Land Institute (ULI) and International Council of Shopping Centers (ICSC).

Additional expenditures include required payments pursuant to the terms of the Interlocal Agreement among the CRA, City of North Miami and the County. These payments include a County Administrative Fee that is charged at a rate of 1.5% of the County TIF payment. For FY 2012-13 and the payment for the County Administrative Fee is **\$1,920**.

The proposed FY 2013-14 available funding for Capital Projects and Redevelopment Activities totaling **\$1,338,514** (including prior year undesignated carryover and re-appropriations in the amount of \$1,159,118 and prior year designated carryover in the amount of \$130,147) are allocated for the following programs, projects and initiatives as now described in Note 1 of Attachment A:

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- **Economic Development Assistance and Incentive Fund** -The total proposed funding allocation of **\$523, 514** supports the following:
  - **\$323,367** for the Business Assistance Program. The funding for these programs and projects are air-marked to address blighted conditions with a focus in the commercial corridors located (1) on NW 7<sup>th</sup> Avenue, (2) on West Dixie Highway/NE 6<sup>th</sup> Avenue, and (3) in the Downtown area along 125<sup>th</sup> Street . The funding is air-marked to provide assistance of up to seventeen businesses.
  - **\$35,000** for Economic Development and Business Assistance Services. This service was previously provided by the Economic Development Manager..
  - **\$130,147** in encumbered carry forward funds that represent commercial grants that were awarded in prior years and which will be expended in FY 2013-14.
- **Homebuyers Subsidies** – The proposed allocation is **\$100,000** and will be used to subsidize up to \$20,000 for a

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minimum of five home purchases for residents within the CRA district.

- **\$35, 000** will be used to fund a Downtown Master Plan study.
- **Capital Improvements** – The proposed allocation of \$715,000 will be used to support capital improvement projects in the CRA designated areas.

### **Next Steps for Budget Review and Approval**

It is recommended that the CRA Board further discuss and approve the FY 2013-14 Proposed Budget during the meeting on December 10th, 2013.

The City Council will be requested to approve the budget on December 10th, 2013, and the CRA's FY 2013-14 Adopted Budget is to be transmitted to Miami-Dade County to be processed for review and approval as soon as possible thereafter.

In addition to adopted budget and attachments, the CRA will be submitting as Exhibit 1 the FY 2013-14 budget summarized in the format required for submission to the County along with supporting schedules for the budget with comparative figures for the FY 2012-13 adopted and amended budgets.

NMCRA board memo for 12-10-13 re FY 2013-14 Proposed Budget

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NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY  
PROPOSED BUDGET  
FY 2013 - 14

ATTACHMENT A

Revenue and Expense Recap	Proposed FY2011 - 12 Budget	Proposed Amend FY 2011 - 12 Budget	Revised Adopted FY 2011-12 Budget	Proposed FY2012 - 13 Budget	Proposed 1st Amend FY2012 - 13 Budget	Budget Projections FY 2012-13	Proposed FY 2013-14 Budget	
Revenue								
City of North Miami	535,242	535,242	535,242	533,900	533,900	533,900	267,875	1
Miami-Dade County	279,728	279,728	279,728	256,575	256,575	256,575	127,999	
TIF Revenue	814,970	814,970	814,970	790,475	790,475	790,475	395,874	
Prior Year Carryover	-	-	-	-	-	-	-	
Undesignated Funds	-	-	-	-	-	-	-	
Designated Funds	-	-	-	-	-	-	-	
Prior Year Carryover	1,603,340	1,603,340	1,767,050	1,677,541	1,829,180	3,095,195	1,289,265	2
Other - Refund NMCRA	-	-	-	-	-	-	63,032	
Other - City Advance for Operations	-	-	-	-	-	-	-	
Other -City Advance for Pioneer Gdns	-	-	-	-	-	-	-	
Other - Interest	19,196	19,196	19,196	23,849	22,473	22,473	11,533	
Other - Miscellaneous- FPL Recovery	-	-	-	-	-	-	-	
Other - Bel House Apts. Rents	-	-	-	-	-	-	-	
<b>Total Revenue</b>	<b>2,437,506</b>	<b>2,437,506</b>	<b>2,601,216</b>	<b>2,491,865</b>	<b>2,642,128</b>	<b>3,908,143</b>	<b>1,769,704</b>	
Expenses								
Personnel	229,864	229,864	284,824	219,920	257,371	257,371	219,920	
Operating	154,135	154,135	150,419	147,850	159,850	159,850	199,350	
Capital Outlay	-	-	2,500	-	-	-	-	
<b>Subtotal - Operating Expenses</b>	<b>383,999</b>	<b>383,999</b>	<b>437,743</b>	<b>367,770</b>	<b>417,221</b>	<b>417,221</b>	<b>419,270</b>	
Debt Service	15,000	15,000	15,000	15,000	15,000	15,000	-	
Reserve for Debt Service	-	-	-	-	-	-	-	
County Administrative Fee	4,196	4,196	4,196	3,849	3,849	3,849	1,920	
County TIF Refund	128,031	128,031	128,031	317,565	317,565	317,565	-	
City TIF Refund	-	-	-	-	-	-	-	
City Advance Repayment	-	-	-	-	-	-	-	
Reserve/Contingency	-	-	-	-	-	-	-	
<b>Subtotal Expenses</b>	<b>531,226</b>	<b>531,226</b>	<b>584,970</b>	<b>704,184</b>	<b>753,635</b>	<b>753,635</b>	<b>421,190</b>	
<b>Total Balance Remaining for Projects and Program Allocations</b>	<b>1,906,280</b>	<b>1,906,280</b>	<b>2,016,246</b>	<b>1,787,681</b>	<b>1,888,493</b>	<b>3,154,508</b>	<b>1,338,514</b>	

**Note 1**

**Revenue Calculation**

The City and the County TIF payment includes a true-up adjustment based on prior year final taxable value for FY 11

The City payment calculation is \$267,875

The County payment calculation is \$127,999

**Note 2**

**Cash Carried Forward**

FY 2011- 12 \$130,147 Commercial Grants Program (Designated)(See Final Determination)

FY 2012 - 13 \$159,459 Mortgage Subsidy Program (Un-designated)

FY 2012 - 13 \$120,000 Business Assistance Program(Undesignated)

FY 2012 - 13 \$164,659 Recapture Commercial Grant program (See Final Determination)

FY 2012 - 13 \$715,000 Capital Improvements Projects per City District-(Undesignated)

**Total \$1,289,265**



NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY  
PROPOSED BUDGET  
FY 2013 - 14

ATTACHMENT A

	Proposed FY 2011-12 Budget	Proposed Amend FY 2011 - 12 Budget	Revised Adopted FY 2011-12 Budget	Projection FY 2011 - 12 Budget	Proposed FY 2012-13 Budget	Proposed 1st Amend FY 2012 - 13 Budget	Projection FY 2012 - 13 Budget	Proposed FY 2013 - 14 Budget	
<b>Redevelopment Projects, Programs &amp; Activities</b>									
<b>A Economic Development Assistance and Incentive Fund</b>	<b>1,108,993</b>	<b>1,108,993</b>	<b>1,148,993</b>	<b>1,148,993</b>	<b>628,135</b>	<b>422,686</b>	<b>399,436</b>	<b>488,514</b>	
Commercial Rehabilitation Program	-	-	-	-	100,000	100,000	100,000	-	
Commercial Beautification Program	50,000	50,000	150,000	150,000	100,000	100,000	100,000	-	
Carryover Funds for Grants	940,840	940,840	880,840	880,840	358,846	153,397	130,147	130,147	1
50% Cost for City's Economic & Business Dev. Svcs	118,153	118,153	118,153	118,153	69,289	69,289	69,289	-	
Business Assistance Program	-	-	-	-	-	-	-	323,367	2
Economic Development Services	-	-	-	-	-	-	-	35,000	3
Support for Local Business or Merchant Association	-	-	-	-	-	-	-	-	
Partnership Initiative involving the CRA, City & Universities	-	-	-	-	-	-	-	-	
Micro Business USA NM Entrepreneurial Training & Micro-loan Program	-	-	-	-	-	-	-	-	
Dynamic CDC-Business Outreach	-	-	-	-	-	-	-	-	
Business Incentive & Financial Assist	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
<b>B Commercial Corridor Improv. Program</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>C Site Improvement for Future Parks</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
Homebuyer Counseling & Credit Qualif	75,000	75,000	75,000	-	-	-	-	-	
Legal Fees/Prof	-	-	-	-	-	-	-	-	
Developer's Fees to NMH(Funding from the CRA LOC)	-	-	-	-	-	-	-	-	
Site/Environmental Conditions	-	-	-	-	-	-	-	-	
<b>D Residential Rehabilitation Program for Homeowners</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
E Homebuyer Subsidies for home purchases	0	87,735	157,701	-	30,297	159,459	159,459	100,000	4
F Home Mortgage Foreclosure Prevention	0	0	0	-	-	-	-	-	
G Downtown Master Plan Study	74,039	74,039	74,039	74,039	-	-	-	35,000	6
H Strategic Land/Property Acquisition	0	-	-	-	-	-	-	-	
I Neighborhood Beautification	87,735	-	-	-	-	-	-	-	
J Lease/Purchase of the Belhouse Apts	-	-	-	-	-	-	-	-	
K Rehab of Bel House Apts	-	-	-	-	-	-	-	-	
L Academic/Internship Program	-	-	-	-	-	-	-	-	
MOCA Expansion A&E Services and Development Support	-	-	-	-	-	-	-	-	
N Police Athletic League	-	-	-	-	-	-	-	-	
O North Miami Community ID Retail Study	-	-	-	-	-	-	-	-	
P Security Enhancement at City Park	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
<b>Q Funding for Socio-Economic &amp; Business Development Programs &amp; Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>-</b>	
Dynamic CDC	-	-	-	-	-	-	-	-	
Fanm Ayisen Nan Miami, Inc	-	-	-	-	-	-	-	-	
Greater North Miami Chamber	-	-	-	-	-	-	-	-	
JHS Associates	-	-	-	-	-	-	-	-	
NANAY, Inc	-	-	-	-	-	-	-	-	
North Miami Foundation for Senior Citizens	-	-	-	-	-	-	-	-	
Partners for Self Employment	-	-	-	-	-	-	-	-	
Police Athletic League of North Miami	-	-	-	-	-	-	-	-	
PTSA Collaboration	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
2010 U.S. Census Complete Count	-	-	-	-	-	-	-	-	
<b>R City Redevelopment Projects Programs &amp; Activities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
Water & Sewer - Conservation Program	-	-	-	-	-	-	-	-	
MOCA - Jazz Music Monthly Concert Ser.	65,925	65,925	65,925	65,925	42,436	42,436	42,436	-	
Commercial Corridor - Improvement Program Clean Team-Public Works	225,207	225,207	225,207	225,207	93,013	93,013	93,013	-	
Commercial Corridor - Improvement Program Code Enforcement Compliance-Public Works	72,708	72,708	72,708	72,708	-	-	-	-	
Holiday Enforcement Action Team - Police Dept	-	-	-	-	-	-	-	-	
Web/Channel 77 Administrator - IT Dept	-	-	-	-	-	-	-	-	
Buyer- Purchasing Dept	-	-	-	-	-	-	-	-	
MOCA -Specialized Services	97,300	97,300	97,300	97,300	100,349	100,349	100,349	-	
Museum Education Curator-MOCA	99,373	99,373	99,373	99,373	-	-	-	-	
Finance Account Clerk - Finance Dept	-	-	-	-	-	-	-	-	

NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY  
PROPOSED BUDGET  
FY 2013 - 14

ATTACHMENT A

<b>R</b>	<b>City Redevelopment Projects Programs &amp; Activities</b>									
	P & R Pepper Park Const. Mgmt - Parks & Rec Dept.	-	-	-	-	-	-	-	-	-
	P & R Kiwanis Bldg - Parks & Rec Dept.	-	-	-	-	-	-	-	-	-
	P & R Pepper Park Batting Cage Parks & Rec Dept	-	-	-	-	-	-	-	-	-
	Police Athletic League - Police Dept	-	-	-	-	-	-	-	-	-
	Capital Improvement Projects per City District	-	-	-	-	-	-	-	715,000	5
	Capital Improvement - Wayfinding Signage Project	-	-	-	-	256,550	256,550	256,550	-	-
	Capital Improvement - Side-walk Resealing Project	-	-	-	-	99,450	-	-	-	-
	Capital Improvement - Streetscaping	-	-	-	-	500,000	-	-	-	-
	Capital Improvement - Pioneer Boulevard	-	-	-	-	-	87,000	87,000	-	-
	Capital Improvement - 4Circles Dist 3 Landscaping	-	-	-	-	-	12,000	12,000	-	-
	North Miami High School Gymnasium Rennov	-	-	-	-	-	-	-	-	-
	Property Acquisition-Small Business Incubator	-	-	-	-	-	715,000	715,000	-	-
	Sub-total-City Redevelopment Projects	560,513	560,513	560,513	560,513	1,091,798	1,306,348	1,306,348	715,000	-
	<b>Total</b>	<b>1,906,280</b>	<b>1,906,280</b>	<b>2,016,246</b>	<b>2,016,246</b>	<b>1,750,230</b>	<b>1,888,493</b>	<b>1,865,243</b>	<b>1,338,514</b>	
	Balance Remaining	0	0	0	1,677,541	37,451	0	1,289,265	0	

FY 2013 - 14

Explanation to Expense Budget Estimates

- 1 Carry over Funds for Grants \$130,147 ( Schedule Update )
- 2 Funds Available for Business Assistance Program
- 3 Funds Available for Economic Development Services
- 4 Funds Available for Home Mortgage Subsidy Program
- 5 Carry-over Funds - Capital Improvement Projects in FY 2012 - 13
- 6 Funds available for the Downtown Master Plan



NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY  
PERSONNEL COST  
BUDGET YEAR FY 2013 -14

ATTACHMENT C

Position	Regular Salaries/Taxable Earnings		Fringe Benefits									Total Fringe Benefits	Salary/Benefits Allocation to Admin Budget	Salary/Benefits Allocation to Project Budget	Total Personnel Services
	Regular Salary	Taxable Earnings	Social Security-FICA Employer	Medicare MICA Employer	Health Insurance	Dental Insurance	Life Insurance	Disability Insurance	Workers Compensation	Pension-Employer					
CRA Coordinator	85,500	85,500	5,301	1,240	7,601	257	213	968	370	8,550	24,500	55,000	55,000	110,000	
Finance Manager	77,250	77,250	4,790	1,120	16,266	1,219	212	968	370	7,725	32,670	54,960	54,960	109,920	
Special Projects Coordinator	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total	162,750	162,750	10,091	2,360	23,867	1,476	425	1,936	740	16,275	57,169	109,960	109,960	219,920	

Notes:

- (1) Budgeted Regular Salary projections for 1 staff positions filled as of 9/30/14 with no provision for any salary increases. Including in the proposed FY 2013-14 budget regular salaries for full-time positions have not been increased in **five** consecutive years. For FY 2011-12 the salaries and pension contributions for all full-time employees were reduced 100% of the annual cost for Health and dental insurance coverage obtained through the City of North Miami for each eligible full-time employee.
- (2) **Projected costs for FY 2013-14 are based on actual costs for FY 2012-13 with a 20% contingency included to cover any cost increase.**
- (3) CRA pays 100% of the cost for Life Insurance coverage in the amount of one (1) times the employee's gross annual salary for all full-time employees in addition to paying for disability Insurance for all full time employees.
- (4) CRA pays the cost of required employer contributions and insurance coverage. As a percentage of the salary appropriation the employer's FICA contribution is estimated at 6.2%, is estimated at 6.2%, the Medicare contribution is estimated at 1.45% and worker's Compensation is estimated at 0.5%
- (5) CRA pays 100% of the Pension cost based on a contribution of 10% of the gross salary for each full-time employee.

	Proposed	Amended	Proposed	FY 2013 - 14	
	FY 2012 - 13	FY 2012 - 13	FY 2013 - 14	Admin (10)	Project (20)
<b>Operating Expenses</b>					
<b>Professional Services</b>	62,500	74,500	121,500	61,500	60,000
<b>Other Services:</b>					
Finance and Bank Charges	-	-	-		
Licenses and Permits	-	-	-		
<b>Subtotal - Other Services</b>	-	-	-		
<b>Insurance</b>	6,000	6,000	6,000		
<b>Marketing &amp; Promotion:</b>					
Marketing	5,000	5,000	5,000		
Sponsorship and Contribution	2,000	2,000	2,000		
<b>Subtotal: Marketing &amp; Prom</b>	7,000	7,000	7,000		
<b>Printing and Reproduction</b>	3,000	3,000	3,000		
<b>Communication</b>					
Advertising & Notices	3,500	3,500	1,000		
Postage and Delivery	1,000	1,000	1,000		
Telephone/DSL/CableTV	3,000	3,000	3,000		
Internet/Web Services	1,000	1,000	1,000		
<b>Subtotal-Communications</b>	8,500	8,500	6,000		
<b>Leases and Rentals</b>					
Office Rent	25,000	25,000	25,000		
Equipment Rental	2,500	2,500	2,500		
<b>Subtotal-Leases and Rentals</b>	27,500	27,500	27,500		
<b>Repairs &amp; Maintenance</b>					
Computer Maintenance	1,000	1,000	1,000		
Office Cleaning	1,500	1,500	1,500		
<b>Subtotal- Repairs &amp; Maintenance</b>	2,500	2,500	2,500		
<b>Supplies:</b>					
Office Supplies	3,000	3,000	1,500		
Operating Supplies	2,000	2,000	1,000		
Data Processing: Supplies/Software	1,000	1,000	1,000		
Books & Subscription	1,000	1,000	1,000		
<b>Subtotal-Supplies</b>	7,000	7,000	4,500		



<b>Other Operating Expenses</b>			
Conferences	20,000	15,000	15,000
Registration	0	5,000	2,500
Meeting	1,000	1,000	1,000
Local Meetings & Schools	250	250	250
Mileage, Tools & Parking Fees	100	100	100
Dues & Memberships	2,500	2,500	2,500
<b>Subtotal-Other Operating Expenses</b>	<b>23,850</b>	<b>23,850</b>	<b>21,350</b>
<b>Total Operating Expense</b>	<b>147,850</b>	<b>159,850</b>	<b>199,350</b>
<b>Capital Outlay</b>			
Office Furniture	-	-	-
Computer Equipment	-	-	-
Other Office Equipment	-	-	-
	-	-	-
<b>Total Operating Exp. &amp; Capital Outlay</b>	<b>147,850</b>	<b>159,850</b>	<b>199,350</b>

## Notes:

Legal Expense reduced by \$25,000 due to projected actual

Insurance Expense is estimated at \$6,000.00

Telephone Expense is estimated at \$3,000.00

Leases and rental are estimated at \$25,000.00

Conferences are estimated at \$15,000.00

Registration is estimated at \$5,000.00

NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY  
PROFESSIONAL SERVICES  
BUDGET YEAR 2013 - 14

ATTACHMENT D -2

	Amended FY 2011- 12	Proposed FY 2012 -13	Amended FY 2012 - 13	Proposed FY 2013 -14	Admin	Project
Legal and Professional Services						
Accounting (1)	12,500	12,500	12,500	12,500	12,500	0
Legal Services(2)	45,000	45,000	45,000	45,000	20,000	25,000
Financial Advisory Services(3)	5,000	5,000	5,000	5,000	5,000	0
Bond Counsel Services	0	0	0	0		0
Consultant - Redevelopment Plan(4)				35,000		35000
IT Support Services(5)	0	0	12,000	12,000	12000	0
Community Outreach				12,000	12000	0
Total	62,500	62,500	74,500	121,500	61,500	60000

(1) Services to be provided by Harvey Covington and Thomas

(2) Services to be provided by GrayRobinson, PA per contractual agreement

(3) Services to bhe provided by First Southwest per contractual Agreement

(4)Consultant to rewrite the Redevelopment Plan

(5)IT Support Services to be provided by the City of North Miami

Note that Legal Services consist of \$20,000 as General Fund Expense and  
\$25,000 as Capital Project Fund



Fiscal Year	Budget Item	Unexpended Funds
2006 - 07	City Zining Rewrite	0
2009 - 10	P & R Pepper Park Batting Cage	0
2010 - 11	Economic Development Specialist	9,546
2010 - 11	MOCA Jazz concert Series	2,663
2011 - 12	CCIP Clean Team	73,254
2011 - 12	CCIP Code Enforcement	0
2010 - 11	MOCA Curator	5,579
		91,042

NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY  
FINAL DETERMINATION  
BUSINESS ASSISTANCE GRANTS  
SEPTEMBER 30, 2013

**Grant Funds Recaptured in FY 2013**

<b>NAME</b>	<b>PROJECT ADDRESS</b>	<b>RECAP AMT FY 13</b>
Deborah Gray Mitchel	12345 W. Dixie Hgwy, North Miami	15,000.00
Alice Bilman	1396 N.W. 125th Str., North Miami	15,000.00
Max Sturman	12302 N.E. 6th Ave., North Miami	79,250.00
Neighborhood Assistance Corp. of America	662 N. E. 125th Str. North Miami	18,671.00
Reagan Hanson	12900 West Dixie Hgwy, North Miami	22,111.50
Le Chateau Restaurant	West Dixie Hgwy, North Miami	25,000.00
Ari Sklar/Craftsman Mall	12389 N.E. 13th Pl, North Miami	63,707.00
Sylvio Destinal/Indigo 7	14135 N.W. 7th Ave., North Miami	5,169.00
<b>Total</b>		<b>164,658.50</b>

**Grant Funds Pending Disbursement FY 13**

<b>NAME</b>	<b>PROJECT ADDRESS</b>	<b>TO BE DISBURS</b>
Laura White/Starfire Enterprises	12370 N.W. 7th Ave. North Miami	20,000.00
Abdull R Khanani	1001-05 N.W. 119th Str. North Miami	48,000.00
Raduel Balsiero/El Kiosko Café	13290 W. Dixie Hgwy, North Miami	6,147.00
PI Beauty Express, Inc	124350 - 60N.w, 7th Ave, North Miami	56,000.00
		<b>\$130,147.00</b>